

# Shimaa Kamal Hassan Othman

+201030923011 | [Shimaaothman2018@gmail.com](mailto:Shimaaothman2018@gmail.com)

## Education

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### PhD in Social Work

Assiut University, Faculty of Social Work, Group Work; Egypt, 2019.

**Grade:** First Class Honors.

### Master's Degree in Social Work

Aswan University, Faculty of Social Work, Group Work, Egypt, 2013.

**Grade:** Excellent.

### Professional Diploma in Social Work

Aswan University, Faculty of Social Work, Major: Family and Childhood, 2009.

**Grade:** Good.

### Bachelor's Degree of Social Work,

South Valley University, Aswan Branch, 2007.

**Grade:** Good.

## Experience

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### Recruitment officer

University center for career development, Aswan University, Aswan, 2021 – present.

- Participate in the preparation of job fair.
- Coordination with business owners to provide training opportunities and available jobs.
- Prepare a plan with companies to arrange field visits for students.
- participate in organizing a round table event between the Aswan University Center for Career Development and business owners in the governorate within the framework of cooperation with the International Labor Organization and the American University, 2021
- Prepared recruitment events in cooperation with the fatigue employee and relations with employers.

### career development specialist

University center for career development, Aswan University, Aswan, 2020 – 2021.

- Provided individual and group career advice to students.
- Planned and hold workshops on career development
- guided and provided advice to students regarding job search strategies and developing search process skills.

### Social Specialist Aswan University, Faculty of Social Work,

Department of Student Affairs. 2015 –2020.

- Followed up on receiving students' files.
- performed many administrative work and responded to the
- correspondence received by Student Affairs.
- Participated in preparing the necessary plans and programs for study and examination affairs.

Department of Youth Welfare, 2014-2015

- Worked with student activities in all fields.
- Assisted students most in need to obtain opportunities in the Social Solidarity Fund to meet their educational needs.

## Extracurricular Activities

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### Community participation

#### Organized and participated

- Climate Change Conference - November COP27 Sharm el-Sheikh ,2022
- the 3rd edition of the World Youth Forum in Sharm El-Sheikh, 2021
- the 3rd edition of the World Youth Forum in Sharm El-Sheikh, 2019
- the 7th edition of the National Youth Conference at Al-Masa Hotel in the New Administrative Capital, 2019
- the Arab-African Forum in Aswan Governorate, 2019
- the 2nd edition of the World Youth Forum in Sharm El Sheikh, 2018.
- the 6th edition of the National Youth Conference at Cairo University, 2018.
- the 5th edition of the Youth Conference at Al-Masa Hotel in Cairo, 2018.

## Voluntary Activities

- **South Upper Egypt Sector Coordinator, Member of the Central Operations Room of Hayat karima Foundation, 2020\_present.**
  - Monitor Initiatives: Coordinate and oversee the implementation of local development initiatives to ensure goal achievement.
  - Promote Sustainable Development: Enhance projects that support sustainable development and actively contribute to improving the quality of life.
  - Evaluate Performance: Conduct regular assessments to measure project efficiency and its impact on the community, and provide recommendations for performance improvement.
  - Provide Technical and Administrative Support: Offer technical and administrative support to coordinators in the governorates to ensure effective task execution.
  - Participate in Organizing Presidential Visits: Assist in the organization of presidential visits to the decent life governorates.
- **Field Coordinator, Aswan Governorate, of Hayat karima Foundation, 2020\_present.**
  - Helping the Foundation to provide all its services to the poorest families
  - Assistance in following up on projects implemented in rural Egyptian villages
  - distribute water to cleaning workers, patients in hospitals, and people on the streets as part of the watering initiative
  - distribute School bags were as part of the “We Return to Learn” initiative for the children of widows and divorcees.
  - gather Data was collected on girls who were going to get married in order to equip them with the tools needed for marriage.
  - gave food supplies to qualified households
  - take part in Orphan Day toy distribution for children in need.
  - Plane activities for the holiday season and gave them presents and candy.
  - conduct field research on some emergency social cases that require quick interventions.
  - Give several informative talks on the value of volunteer work for college students.
  - Organize a number of field visits for Aswan University students to Hayat Karima villages.
  - Participate d in providing support to people in villages affected by floods.
- **Administrative Manager in the Medical Sector at Hayat karima Foundation, Jan– June 2022**
  - Monitored the activities of medical coordinators and received their reports to ensure the quality of healthcare services provided.
  - Received the operational plans for medical convoys from coordinators and oversaw their implementation to achieve set objectives.
  - Prepared referral letters for directing cases to university hospitals after organizing meetings of the medical committee to facilitate necessary care.
  - Created an organized drive for archiving essential data and information pertaining to internal operations.
  - Acted as the point of contact for external organizations to enhance collaboration and partnerships within the medical sector.
- participated in judging the preliminary science and engineering exhibition, International Science and Engineering Fair ISEF Aswan 2023
- participated in organizing the annual marathon for children with disabilities at the We Are All One Hand Foundation, 2018-2019.
- Participated in distribute school bags and awareness books for children in the neediest schools with 57357 Hospital to achieve the Friends of the National Cancer Initiative 2015.

## Intern

### **Presidential leadership program PLP– powered by National Training Academy NTA Egypt 2018:2019.**

- Protocols and ceremonies
- Economics and political science
- Human resources, marketing and organizational change
- Strategic sciences and national security
- Leadership skills and administrative sciences

A total of 1067 training hours and participation in various workshops, field visits, simulation models, national youth conferences, and organizing committees for world youth forums.

### **Training Courses**

- Governance Strategies in Government Institutions – National Council for Training and Education, 2024.
- Certified Trainer – powered by Aspire Employment Skills Trainer, 2024.
- Certified career services provider (CCSP) accredited by National Career Development Association (NCDA) 2024.
- Certified Professional Trainer CPT – powered by American Chamber of Commerce, 2023.
- Career development facilitator CDF – powered by The American University in Cairo 2023
- Entrepreneurship training of facilitators– powered by The American University in Cairo venture lab. 2023
- Disability Equality Training DET– powered by International Labour Organization ILO 2022
- Sustainable development trainer at the Ministry of Planning and Economic Development and the National Institute of Government Be an Ambassador initiative 2022
- Fundamental Labour market information and qualitative data management – powered by International Labour Organization ILO 2020:2022.
- Digital marketing – powered by American chamber of commerce, 2021.

### **Skills**

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- Good command of English.
- Good working knowledge of Microsoft Office

### **Awards**

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- Awarded The best master's thesis at Aswan University for the year 2013.